

# **SUBDIVISION REGULATIONS**

**OF**

# **HAMBLLEN COUNTY, TENNESSEE**

**AS UPDATED THROUGH 2015**

## TABLE OF CONTENTS

<b>I. Purpose, Authority &amp; Jurisdiction</b>	
A. Purpose.....	2
B. Authority.....	2
C. Jurisdiction.....	2
<b>II. Procedure for Plat Approval</b>	
A. General.....	3
B. Preliminary- Plat.....	3
C. Final Plat.....	7
<b>III. General Requirements &amp; Minimum Standards of Design</b>	
A. Streets.....	10
B. Blocks.....	13
C. Lots.....	13
D. Public Use & Service Areas.....	15
E. Suitability of the Land.....	15
F. Large Tracts & Parcels.....	15
G. Planned Unit Development.....	15
H. Variances.....	17
I. Zoning or Other Regulations.....	18
<b>IV. Development Pre-Requisite to Final Approval</b>	
A. Monuments or Comer Markers.....	19
B. Typical Road Section.....	19
C. Roadway Improvement.....	19
D. Water Supply System.....	21
E. Sanitary Sewer.....	22
F. Street and Traffic Signs.....	22
G. Drainage Sediment Control Measures -Hydrology.....	22
H. Guarantees in Lieu of Completed Improvements.....	22
<b>V. Enforcement and Penalties</b>	
A. General.....	24
B. Enforcement.....	24
C. Penalties.....	24
Appendix I.....	25
Appendix II.....	29
Attachment A.....	30
Street Signage Agreement.....	31
Legal Status Provisions.....	33
Irrevocable Standby Letter of Credit.....	34
<b>Uniform Street Naming and Addressing Policy.....</b>	<b>36</b>

**SUBDIVISION STANDARDS OF THE HAMBLEN COUNTY  
REGIONAL PLANNING COMMISSION**

**(Hereafter referred to as the Planning Commission)**

**Article I. Purpose, Authority and Jurisdiction**

**A. Purpose**

Land subdivision is the first step in the process of community development. Once land has been cut up into streets, lots and blocks, then publicly recorded, the correction of defects is costly and difficult. Subdivision of land, sooner or later, becomes a public responsibility in that roads and streets must be provided. The welfare of the entire community is thereby affected in many important respects. It is, therefore, in the interest of the public, the developer and the future owners that subdivisions be conceived, designed and developed in accordance with sound rules and proper minimum standards.

**B. Authority**

These subdivision regulations are adopted under the authority granted by Chapter 350 of the Private Acts of Tennessee for 1968. The Planning Commission has fulfilled the requirements set forth in this act as prerequisite to the adoption of such regulations. A certified copy of the Hamblen County Major Road Plan was filed in the office of the Registrar of Hamblen County, Tennessee, in May 1968.

**C. Jurisdiction**

These regulations shall govern all subdivision of the land outside the corporate limits of the City of Morristown as now or hereinafter established and within these regulations, the term "Subdivision" shall be defined as set out in Tennessee Code Annotated 13-3-401 (4) (B) and shall mean the division of a tract or parcel of land into two (2) or more lots, sites, or other divisions requiring new street or utility construction, or any division of less than five (5) acres for the purpose, whether immediate or future, of sale or building development, and includes re-subdivision and, when appropriate to the context, relates to the process of re-subdividing or to the land or area subdivided. This definition of "Subdivision" shall follow verbatim the language of Tennessee Code Annotated 13-3-01(4) (B) as amended by the Tennessee General Assembly, from time to time. Any owner of land within this area wishing to subdivide land shall submit to the Planning Commission a plat of the subdivision according to the procedures outlined in Article II, which plat shall conform to the minimum requirements set out in Article III. Improvements shall be installed as required by Article IV of these standards.

## **Article II. Procedure for Plat Approval**

### **A. General**

1. The procedure for review and approval of a subdivision plat consists of two (2) separate steps. The initial step is the preparation and submission to the Planning Commission of a preliminary plat of the proposed subdivision. The second step is the preparation and submission to the Planning Commission of a final plat, together with required certificates. This final plat becomes the instrument to be recorded in the office of the Hamblen County Register of Deeds when duly signed by the secretary of the Planning Commission.

The sub divider shall consult early and informally with the Planning Commission and its technical staff for advice and assistance before the preparation of the preliminary plat and its formal application for approval. This will enable him to become thoroughly familiar with these regulations, the Major Street and Road Plan and other official plans or public improvements, which might affect the area. Such informal review would prevent unnecessary and costly revisions.

2. Any owner of land lying within the area of jurisdiction of the Hamblen County Planning Commission who wishes to divide such land into two (2) or more lots, sites or divisions for the purpose, whether immediate or future, of sale or building development, or who wishes to re-subdivide for this purpose shall submit a plan of such proposed subdivision to the Planning Commission for approval and shall obtain such approval prior to the filing of his subdivision plat for record. Any such plat of subdivision shall conform to the minimum standards or design for the subdivision of land as set forth in Article m of these Regulations and shall be presented in the manner specified in the following sections of this Article. No plat of a subdivision of land within Hamblen County outside the corporate limits of Morristown shall be filed or recorded by the Hamblen County Register of Deeds without the approval of the Planning Commission as specified herein.
3. In order to secure review and approval by the Planning Commission of a proposed subdivision, the prospective sub-divider shall, prior to the making of any street improvements or installations of utilities, submit to the Planning Commission a preliminary plat as provided in Section B of this article. On approval of said preliminary plat, he may proceed with the preparation of the final plat and other documents required in connection therewith as specified in Section C of this Article and the improvements set forth in Article N.

### **B. Preliminary Plat**

1. At least fifteen (15) days prior to the meeting at which it is to be considered, the sub-divider shall submit to the Planning Commission twelve (12) copies of a preliminary plat of the proposed subdivision drawn to a scale of not less than one (1) inch equals one hundred (100) feet. A preliminary plat shall not be acceptable for submission unless it meets all the required standards of design and unless it contains all the required

information or a written request for variance for each specific deviation from the requirements with reasons thereof.

2. The preliminary plat which shall meet the minimum standards of design as set forth in Article II and the general requirements for the construction of public improvements as set forth in Article N shall give the following information insofar as possible:
  - a. The proposed subdivision's name and location, the name(s) and address(es) of the owner or owners, and the name of the designer of the plat, who shall be an engineer or registered surveyor approved by the Planning Commission.
  - b. Date, approximate north point, and graphic scale.
  - c. The location of existing and platted property lines, existing streets, buildings, water courses, railroads, bridges, drainage easements, sewers (including diameters), culverts (including diameters), drainpipes (including diameters), water mains (including diameters), and any other public utility easements or lines shall be clearly noted. The present zoning classification on the land to be subdivided, and on the adjoining land, together with the name of adjoining property owners or subdivision information shall also be given.
  - d. Plans of proposed utility layouts (sewers, water, gas and electricity) showing feasible connections to the existing or any proposed utility systems. When such connections are not practicable, any proposed individual water supply and /or sewage disposal system must be approved by the city or county health department.
  - e. The proposed street names and the locations and dimensions of proposed streets, alleys, easements, parks and other open spaces, reservations, lot lines, building setback lines, utilities and utility easements.
  - f. Contours at vertical intervals of not more than two (2) feet when specifically requested by the Planning Commission.
  - g. The acreage of the land to be subdivided.
  - h. Location sketch map showing relationship of subdivision site to area.
  - i. If any portion of the land being subdivided is subject to flood, the area subject to flood shall be shown and elevations given, if available. A notation stating whether or not any portion of the property to be subdivided lies within a flood hazard area, shall be based upon review of the latest applicable FEMA Flood Insurance Rate Map(s). The map panel number(s) and effective date shall be indicated on the plat.
  - j. A Stormwater Drainage Plan shall be required for all subdivisions consisting of three (3) or more lots or, for any subdivision with less than three (3) lots if, within the discretion of the Staff Planner, such a plan appears to be necessary.
  - k. When required, the Stormwater Drainage Plan shall be prepared and designed by an engineer licensed by the State of Tennessee.

1. The drainage plan will be submitted for approval by the Hamblen County Planning Commission at the time of consideration of the preliminary plat after its review by the District Soils Conservationist or Stormwater Administrator. If the plan is approved by the Planning Commission, the developer will be allowed to proceed with the necessary steps for final approval.
- m. The Stormwater Drainage Plan shall include the following:
  1. Proposed and existing drainage structures, including inlets, catch basins, junction boxes, culverts, cross drains, headwalls, and outlet facilities with size, type and slope.
    - a. Construction details for all drainage structures shall be shown on a detail sheet as part of the construction plans for the development.
    - b. The location of all drainage structures shall be shown on a separate drainage plan as part of the construction plans for the development.
  2. The location and size of the first drainage structure downstream of the development. This may be shown on a vicinity map not less than 1" = 2,000'.
  3. Invert and top grade elevations on all catch basins and inlets in addition to flow line elevations, stations, and percent grade of all cross drains and between inlets and catch basins.
  4. Hydrologic and hydraulic calculations for appropriate design conditions and facilities. When sizing tiles and cross drains, the contributing drainage basin shall be delineated on appropriate topographic maps.
    - a. Drainage calculations shall be performed by an engineer, licensed in the State of Tennessee, who shall also certify that if the development and storm water retention is constructed as proposed, post-development flow will not exceed pre-development flow.
    - b. For the purposes of the calculations, it shall be assumed that the land is undeveloped and in a natural vegetative state.
    - c. The study and drainage measures shall be for two (2), ten (10), and twenty-five (25) year storms.
    - d. If water is to be released onto other property before entering the public right-of-way or waterway, the engineer shall certify that the flow is entering the natural drainage system at a speed, rate and volume that does not exceed pre-development flows for 2, 10 and 25-year storms.
    - e. The outlet for retention/detention area shall be located at least ten (10) feet from the property line to assist in dispersal of the flow at the property line.

- n. Grading and Erosion Control Plans shall include the following:
1. All cut and fill areas indicated as such, with the limits.
  2. Temporary erosion and sediment control measures to be implemented before and during construction (straw bales, silt fences, and sediment ponds.)
  3. Such measures and their location shall be shown on a detail sheet as part of the construction plans for the development.
  4. Any proposed swale ditches, channel changes, or improvements, with typical section and length of change indicated.
  5. Whenever feasible, natural vegetation shall be retained and protected. Temporary vegetation and/or mulching shall be used to protect areas exposed during development where necessary.
  6. Permanent vegetation and structures shall be installed as soon as practical in the development. All drainage ditches and waterways, exposed bank cuts and fill slopes shall be grassed to prevent erosion.
  7. Conditions - In approving any soil erosion control plan the Planning Commission may attach conditions to minimize erosion during and after construction. Among other conditions, these may include:
    - a. Temporary cover during the grading and development period;
    - b. Permanent grass and vegetative cover for the area;
    - c. Stabilization by means of mulching (non-vegetative measures);
    - d. Sodding the area subject to erosion;
    - e. Use of low-growing plants, vines, shrubs or other ground covers to stabilize sediment producing areas;
    - f. Construction diversionary channels and terraces across the slope;
    - g. Construction of structures that will stabilize the grade of water channels;
    - h. Construction of sediment basins shall be so that failure of the structure would not result in loss of life or interruption of use of service of public utilities;
    - i. Use of grassed waterways for the safe disposal of runoff water;
    - j. Staging development to avoid having large areas in an erosive condition at one time;
    - k. Utilization of existing topography in planning development to minimize erosion, such as planning roadways parallel to contours; and

1. Leaving critical areas in an undisturbed condition or correction of critical areas which cause erosion hazard.

The engineer or professional sedimentation and water control specialist shall present an estimate of the cost of constructing the entire Storm Drainage Plan and Grading and Erosion Plans. As a condition to receiving approval of the preliminary plat, a bond or other acceptable security shall be filed with the Planning Commission in an amount of not less than 150% of the estimated costs or such greater amount as directed by the Planning Commission. The bond shall be filed with the Planning Commission before approval is granted on the preliminary plat. No work shall commence on the proposed subdivision prior to preliminary plat approval by the Planning Commission.

3. Within sixty (60) days after submission of the preliminary plat, the Planning Commission will review it and indicate approval, disapproval, or approval subject to modification. If a plat is disapproved, reasons for such disapproval shall be stated in the minutes of the commission. If approved subject to modifications, the nature of the required modifications shall be indicated.
4. One (1) copy of the preliminary plat will be retained in the Planning Commission files.
5. The approval of the preliminary plat by the Planning Commission will not constitute acceptance of the final plat and will not be indicated on the preliminary plat.
6. The approval of the preliminary plat shall lapse unless a final plat based thereon is submitted within twelve (12) months from the date of such approval unless
7. A sub divider may omit the submission of a preliminary plat, submitting only a final plat if the following conditions are met.
8. All final improvements as set forth in Article IV are already installed or, because of the nature of the development, deemed not necessary by the Planning Commission. Any construction, installation, or improvement of any public improvements shall require submission of a preliminary plat as prescribed by Section B of Article IT.

### **C. Final Plat**

1. The final plat shall conform substantially to the preliminary plat as approved and, if desired by the sub divider, it may constitute only that portion of the approved preliminary plat which he proposes to record and develop at the time, provided, however, that such portion conforms to all requirements of these Regulations. A final plat shall not be acceptable for submission unless it contains all of the required information or a written request for a variance for each specific deviation from the requirements with reasons thereof.
2. To allow sufficient time for review and processing by the Planning Commission, the sub divider shall submit twelve (12) copies of the final plat, with a DXF or DWG file on 3.5711 disk when the surveyor uses a computer aided systems, together with street

profiles or other plans that may be required by the Planning Commission, at least fifteen (15) days prior to the meeting at which it is to be considered. The plat shall be drawn to a scale of one (1) inch equals one hundred (100) feet on sheets 17 x 22 inches. When more than one sheet is required, an index sheet of the same size shall be filed showing the entire subdivision with the streets lettered in alphabetical order as a key.

All subdivision plats approved by the Hamblen County Planning Commission shall have the current Registrar's recording fee submitted with the final plat to be signed by the secretary of the planning commission and no plat shall be signed by the secretary of the planning commission unless the Registrar's recording fee has been submitted with the final plat. After signature, the plat shall be taken to the Registrar's of Deeds by the Director of the Hamblen County Planning Department for recording. (11-1-2015)

3. The Planning Commission shall approve or disapprove this final plat within sixty (60) days after its submission. If the plat is disapproved, the grounds for disapproval shall be stated upon the records of the Planning Commission.
4. Approval of the final plat by the Planning Commission shall not constitute the acceptance by the public or the dedication of any street or public way or ground.
5. The final plat shall show:
  - a. The lines of all streets and roads, alley lines, building setback lines, lots numbered in numerical order, reservations for easement, and any areas to be dedicated to public use or sites for other than residential use with notes stating their purpose and any limitations.
  - b. Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every street line, lot line, boundary line, block line, and building line, whether straight or curved, and including true north point. This shall include the radius, central angle, and tangent distance for the center line of curved streets and curved property lines that are not the boundary of curved streets.
  - c. All dimensions to the nearest one hundredth (100th) of a foot and angles to the nearest minute.
  - d. Location and description of monuments.
  - e. The names and locations of adjoining subdivisions and streets and the location and ownership of adjoining un-subdivided property.
  - f. Date, title, name and location of subdivision, graphic scale and true north point.
  - g. Location sketch map showing site in relation to area.
  - h. If any portion of the land being subdivided is subject to flood, the area subject to flood shall be shown and elevations given, if available. A notation stating whether or not any portion of the property to be subdivided lies within a flood hazard area shall

be based upon review of the latest applicable FEMA Flood Insurance Rate Map(s). The map panel number(s) and effective date shall be indicated on the plat.

- i. Certification showing that applicant is the landowner and dedicates streets, right-of-way, and any site for public use. (See appendix)
- j. Certification by surveyor or engineer as to the accuracy of the survey and plat and placement of monuments. (See appendix)
- k. Certification on the plat of approval of percolation tests by the county health offices and the approval of the source of water used to serve the individual lots when individual sewage disposal or water systems are to be installed. (See appendix)
- l. Certification that all improvements have been installed in accordance with the requirements of the Regulations. Certification of approval to be signed by the chairman or secretary of the Planning Commission. (See appendix)
- m. Certification that all roads, curbs, and gutters have been installed in accordance with the requirements of the Hamblen County Subdivision Regulations, or that security has been posted in a sufficient amount to assure completion of the final layer of asphalt. (See appendix)
- n. Certification by an engineer licensed by the State of Tennessee that all sedimentation and erosion control measures and drainage improvements for the proposed subdivision have been completed in accordance with the licensed designer's plans and specifications and in compliance with the Hamblen County Subdivision Regulations. The Drainage and Sediment Control "As-Built" Plan shall be reviewed and approved by the District Conservationist or Stormwater Administrator. A security bond in the amount, as herein before set out in Article II, Section B, subsection 2 k (7) shall be posted for a period of not less than one (1) year following final approval of the subdivision plat to assure stabilization and effectiveness of the Plan. The Planning Commission shall have the authority to require that the security bond be set for a period of more than one (1) year following final approval if it determines such longer period is necessary to assure such stability and effectiveness of the Plan. (See appendix)
- o. Certification that all water and sewer utility systems have been installed in accordance with the requirements of the Hamblen County Subdivision Regulations. (See appendix)
- p. Certification of approval of street names by the Hamblen County 911 Department.
- q. Register of Deed Block.
- r. Public Sanitary Sewer System or TDEC Division of Water Pollution Control Block (when applicable)



## **ARTICLE III**

### **GENERAL REQUIREMENTS AND MINIMUM STANDARDS OF DESIGN**

#### **A. Streets**

1. **Conformity to the Major Road Plan:** The location and width of all streets and roads shall conform to the official major road plan adopted by the Hamblen County Planning Commission.
2. **Relation to Adjoining Street System:** The proposed street system shall extend existing streets and projects. They shall be extended at a width no less than the required minimum width as set forth in this article or the width of the existing street or road, whichever is greater.
3. **Access Streets to Subdivision Boundaries:** Sufficient access streets or right-of-way to adjoining properties shall, at the discretion of the Planning Commission, be provided in subdivisions to permit harmonious development to the area.
4. **Street Right-of-Way Widths:** The minimum width of right-of-way, measured from lot line to lot line, shall be as shown on the major road plan, or if not shown on such plan shall be not less than as follows:
  - a. **Major Collector Streets:** 50 feet
  - b. **Minor Collector Streets:** 50 feet  

(Collector streets are those which carry traffic from minor streets to the major system of arterial streets and highways and include the principal entrance streets of a residential development and streets for major circulation within such a development.)
  - c. **Minor Residential Streets:** 50 feet  

(Minor streets are those which are used primarily for access to the abutting residential properties and designed to discourage their use by through traffic.)
  - d. **Cul-de-Sac Streets:** 40 feet  

(Cui-de-sacs are permanent dead-end streets or courts designed so that they cannot be extended in the future.)
  - e. **Dead-end Streets:** Not allowed  

(Dead-end streets are similar to cui-de-sacs except that they provide no turnaround circle at their closed end and are not permitted as streets in any proposed subdivision. Stub streets planned for future continuation are not considered to be dead-end streets.)
  - f. **Marginal Access Streets:** 40 feet

(Marginal access streets are minor streets, which are parallel to and adjacent to arterial streets and highways; and which provide access to abutting properties and protection from through traffic.)

- g. Alleys: 25 feet

(Alleys are minor public ways used primarily for service access to the back or side of properties otherwise abutting on a street. In cases where topography or other physical conditions make a street of the required minimum width impracticable, the Planning Commission may modify the above requirements. Through proposed neighborhood or local business areas, the street right-of-way width shall be increased ten (10) feet on each side to provide for movement of vehicle into and out of necessary off-street parking areas without interference to traffic.)

5. Additional Right-of-Way Width on Existing Streets:

(Subdivisions that adjoin existing streets shall dedicate additional right-of-way to meet the above minimum street width requirements.)

- a. The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing street.
- b. When the subdivision is located on only one side of the existing street, one-half of the required right-of-way, measured from the center-line of the existing roadway, shall be provided.

6. Restriction of Access: Where a subdivision abuts or contains an existing or proposed major street, the Planning Commission may require marginal access streets, reverse frontage with screen planting contained in a non-access reservation along the rear property line, or such other treatment as may be necessary for adequate protection of residential properties to afford separation of through and local traffic.

7. Street Grades:

- a. Arterial Maximum Grade: (The maximum grade on arterial streets shall not exceed six (6) percent.)
- b. Major Collector Maximum Grade: (The maximum grade on major collector streets shall not exceed eight (8) percent.)
- c. Minor Collector and Minor Residential Streets, Maximum Grade: (The maximum grade on minor collector streets, minor residential streets, and cui-de-sacs shall not exceed sixteen (16) percent.)

8. Horizontal Curves: Where a deflection angle of more than ten (10) degrees in the alignment of a street occurs, a curve of reasonably long radius shall be introduced. On streets sixty (60) feet or more in width, the center line radius of curvature shall be not less than three hundred (300) feet; on other streets, not less than one hundred (100) feet.

9. Vertical Curves: All changes in grade shall be connected by vertical curves of minimum length for other streets. Profiles of all streets showing natural and finished grades drawn to a scale of not less than one (1) inch equals one hundred (100) feet horizontal, and one (1) inch equals ten (10) feet vertical, may be required by the Planning Commission.
10. Intersections: Street intersections shall be as nearly at right angles as is possible, and no intersection shall be at an angle of less than sixty (60) degrees. Property line radii at street intersections shall not be less than twenty (20) feet, and where the angle of street intersection is less than seventy-five (75) degrees, the Commission may require a greater curb radius, having a desirable radius without curtailing the sidewalk at a street corner to less than normal width, the property line at such street corner shall be rounded or otherwise set back sufficiently to permit such construction.

At grade intersections shall be located to provide adequate sight distance as follows:

- a. Major streets (arterial streets and highways and major collectors): minimum sight distance of six hundred (600) feet, measured between points five (5) feet above center line of roadway.
- b. Minor collector streets: minimum sight distance of four hundred (400) feet, measured between points five (5) feet above the center line of roadway.
- c. Other minor streets (local streets, marginal access streets, and cui-de-sacs): minimum sight distance of two hundred and fifty (250) feet, measured between points five (5) feet above center line of roadway.

The Planning Commission may, when it deems necessary to do so in the interest of public safety, increase sight distance requirements or reduce sight distance requirements because of topographic characteristics.

11. Tangents: Reverse curves in road right-of-way shall be connected by tangents of not less than one hundred (100) feet in length for major streets, seventy-five (75) feet for minor collector streets, and fifty (50) feet for other minor streets.
12. Street Jogs: Street jogs with center line offsets of less than one hundred twenty-five (125) feet shall not be allowed.
13. Cul-de-Sac Streets: Cui-de-sacs shall not be longer than one thousand (1,000) feet, measured along the center line from the entrance street right of way to the center of the tum-around. The cul-de-sac tum-around shall have a right-of-way radius of fifty (50) feet and a roadway radius of forty (40) feet. It shall also have a transition curve radius of not less than seventy-five (75) feet to connect the tum-around with the end of the street. The length and design of the cul-de-sac may be varied by the planning commission due to topographical conditions.
14. Temporary Dead-End Streets: Where in the opinion of the Planning Commission, it is desirable to provide for street access to adjoining property, proposed streets shall be extended by dedication to the boundary of such property. Such dead-end streets shall be

provided with a temporary turn-around having a roadway diameter of at least eighty (80) feet.

15. Private Streets and Reserve Strips: There shall be no private streets platted in any subdivision. Every lot in the subdivided property shall be served from a publicly dedicated street. There shall be no reserve strips controlling access to streets, except where the control of such strips is definitely placed with the community under conditions approved by the Planning Commission.
16. Street Names: Proposed streets, which obviously in alignment with others already exist and named, shall bear the names of the existing streets. In no case shall the name for proposed streets duplicate existing street names, irrespective of the use of the Suffix Street, avenue, boulevard, driveway, place or court. The Planning Commission can assist the sub divider in avoiding duplication.
17. Alleys: Alleys shall be provided to the rear of all lots used for business purposes, and shall not be provided in residential blocks except where the sub divider produces evidence satisfactory to the Planning Commission of the need for alleys.
18. Surface Drainage: All streets and roads must be so designed as to provide for the discharge of surface water from the right-of-way of all streets and roads by grading and drainage as shall be approved by the Planning Commission. Where it is the opinion of the Planning Commission that water cannot be adequately discharged by surface drainage, the Planning Commission may require the installation of a storm water system.

## **B. Blocks**

1. Length: Blocks shall not be less than four hundred (400) feet nor more than twelve hundred (1200) feet in length, except as the Planning Commission considers necessary to secure efficient use of land or desired features of street pattern.
2. Width: blocks shall be wide enough to allow two (2) rows of lots, except where reverse frontage on major streets and roads is provided or where prevented by topographical conditions or size of the property; in which case, the Planning Commission may approve a single row of lots of minimum depth.

## **C. Lots**

1. Arrangement: Insofar as practical, side lot lines shall be at right angles to straight street lines or radio t curved street lines. Each lot must front for a minimum of fifty (50) feet upon a public street or road, this width to be maintained continually from street upon reaching the building setback line, except in special instances, such as cui- de-sacs; in which case each lot must have frontage of at least forty (40) feet. In the event that a parcel or tract of land has less than one hundred (100) feet, but eighty (80) or more feet frontage on a public street or road and is therefore incapable of being subdivided under these regulations then, and in that event, a subdivision of such parcel of land will be allowed so long as each of the remaining lots, after subdivision, has at least forty (40) feet

frontage on a public street or road and this width to be maintained continually from street upon reaching the building setback line.

2. Minimum Size: The size, shape and orientation of lots shall be such as the Planning Commission deems appropriate for the type of development and use contemplated. Where public water and sanitary sewer systems are reasonably accessible, the sub divider shall connect with such systems and provide a connection or connections to each lot. Where a public sewer is not accessible, an alternate method of sewage disposal may be used, if it meets all applicable public health regulations. Where a public water supply is not accessible, a water well or other source may be used upon approval by the Planning Commission subject to the lot size requirements where water is not available. Under no circumstances shall more than one dwelling per lot be allowed.
  - a. Residential lots served by public water and sanitary sewer systems not be less than seventy-five (75) feet wide at the building setback line nor less than eleven thousand (11,000) square feet in area
  - b. Residential lots not served by sanitary sewer systems shall not be less than one hundred (100) feet wide at the building setback line or less than twenty-two thousand (22,000) square feet in area; provided, however, greater area may be required by the Planning Commission as indicated.
  - c. The minimum size of residential lots to be served by a private source of water supply shall be determined by the Planning Commission after investigations of soil conditions, proposed sewage system, and depth of ground water. The assistance of the Hamblen County Health Department and the Soil Conservation Service shall be sought in determining the appropriate size. In no case shall the minimum size be less than one (1) acre/or forty-three thousand, five hundred and sixty (43,560) square feet. Minimum frontage shall be no less than fifty (50) feet. (Amended November 2015)
  - d. Building Setback Lines: The minimum depth of building setback lines from the street right-of-way line shall conform to the requirements stated in the Zoning Resolutions.

In the case of electric transmission lines where easement widths are not definitely established, there shall be a minimum building setback line from the center of the transmission line as follows:

<b>Voltage of Line</b>	<b>Minimum Building Setback</b>
46 KV	37½ feet
69 DV	50 feet
161 KV & above	75 feet

- e. Corner Lots: The minimum width of a side yard along an intersecting street shall be fifty percent (50%) greater than the minimum side yard requirements of the zoning district in which the lot is located.

#### **D. Public Use and Service Areas**

Due consideration shall be given to the allocation of areas suitably located and of adequate size for playgrounds and parks for local or neighborhood use as well as public service areas.

1. **Public Open Spaces:** Where- a--school; neighborhood park-or recreation area or public access to water frontage, shown on an official map or in a plan made and adopted by the Planning Commission, is located in part in the applicant's subdivision, the Planning Commission may require the reservation of such open space within the subdivision for a period of one (1) year, up to a total of ten (10) percent of the gross area of the lot, for park, school or recreation purposes
2. **Easements for Utilities:** Utility easements of five (5) feet in width situated along boundary or lot lines shall be required to be dedicated from each lot in a subdivision to the public and/or to appropriate utility agencies. The required easement shall be ten (10) feet in width along all rear lot lines where the adjoining lot or property is not subject to a similar easement at least five (5) feet in width. Such dedication shall be required to be noted on the final plat of a subdivision.
3. **Easements for Drainage:** Where a subdivision or lot is traversed by a watercourse, drainage-way, channel or stream, there shall be provided a storm water easement or drainage right-of-way for the purpose of widening, deepening, relocating, improving or protecting such drainage easement.
4. **Community Assets:** In all subdivisions, due regard shall be shown for natural features, such as large trees and watercourses, and for historical spots and similar community assets, which, if preserved, will add attractiveness and value to the property.

#### **E. Suitability of the Land**

Land which the Planning Commission has found to be unsuitable for subdivisions due to flooding, bad drainage, steep slopes, rock formation, or other features likely to be harmful to the safety, health, and general welfare of the future residents, shall not be subdivided unless adequate methods approved by the Planning Commission are formulated by the developer for meeting the problems created by the subdivision of such land. Land may be filled to secure a flood-free building site provided that such fill does not restrict the flow of water and unduly increase flood heights.

#### **F. Large Tracts or Parcels**

When land is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged so as to allow for the opening of streets in the future and for logical further re-subdivision.

#### **G. Planned Unit Development**

1. The Planning Commission may approve certain planned unit development complexes, which include design features that vary from the requirements outlined in Article III. For

the purpose of this section, planned unit developments include cluster developments of housing units such as condominiums and other residential types. Also, in accordance with the definition of a subdivision as established by Tennessee Code Annotated 13-3-401..."subdivision means the division of land into two or more lots, sites, or other divisions for the purpose, whether immediate or future, or sale or building development ..." Mobile home parks, defined as the development of two or more sites for building development in the placement of mobile homes, shall be included within the purview of this section. The following restrictions shall apply:

- a. No parcel of land containing less than three (3) acres shall be allowed for condominiums, mobile home parks, or any other type of cluster residential development, other than standard type single family residential subdivisions.
- b. No parcel of land without an adequate public water supply, as certified by the local utility department or health department, shall be allowed.
- c. The exterior yards of the development must meet the minimum setbacks and requirements of these requirements of these regulations unless otherwise noted within this section.
- d. Although the developer may be allowed to deviate from the lot size requirements, with the permission of the Planning Commission, the Commission may require adequate total land area to achieve a desired minimum density level. This may be achieved through the provisions of open space within the complex.
- e. A parking area of two hundred (200) square feet shall be provided for each dwelling unit in the complex. In addition, the guest parking spaces of two hundred (200) square feet shall be provided at a ratio of one (1) space for each three (3) dwelling units or mobile home spaces.
- f. The Planning Commission shall approve only usable land areas to be considered as open spaces or recreational areas within the complex or development. It may also require the dedication of land not exceeding ten (10) percent of the total area for public recreation.
- g. All roads within the complex shall be constructed to the standards set forth in the Hamblen County Subdivision Regulations.
- h. Any planned residential development will not be approved unless an adequate public sanitary sewer system is included and approved by the Tennessee Department of Health and Environment, the Hamblen County Department of Public Health, and the Hamblen County Planning Commission. In regard to mobile homes, when public sewer or package treatment central sewer (approved by the State Health Department) is used, the minimum mobile home space area shall be 4,000 square feet for "standard size, mobile homes and 6,000 square feet for double-wide mobile homes. When septic tanks are used for sewage disposal, the minimum area for a mobile home park lot shall be 4,000 square feet for a standard size mobile home and 6,000 square feet

for a double-wide mobile home. However, the total area for the mobile home park lots or sites, exclusive of streets, shall be equal to no less than 7,500 square feet per mobile home. Lot widths must be forty (40) feet wide except for double-wide sites or lots which must be sixty (60) feet wide.

- i. All specifications or regulations not superseded or waived by this section shall prevail.
  - j. Depending on the type of residential development, the Tennessee Horizontal Property Act or the Tennessee Trailer Court Act shall apply as standards. In the case of conflict between the Tennessee Acts noted above and these regulations, the higher standards shall prevail.
2. The following additional data shall be submitted to the Hamblen County Planning Commission:
- a. The location and legal description of the proposed development.
  - b. Plans and specifications of all buildings, improvements, and facilities constructed or to be constructed within the development.
  - c. Topographic information at five (5) contour intervals.
  - d. A site plan of the complex including the location of all buildings, lot lines, yard sizes, setbacks, recreation and open spaces, utility locations and sizes, parking, and common use facilities.
  - e. The location and dimensions of all points of entry and exit for motor vehicles and the complete interior traffic circulation pattern, including right-of-way, road bed and street surface dimensions.
  - f. A drainage plan.
  - g. Other data which may be required to assist the Planning Commission in making its decision on approval or rejection of the plan/plat.
  - h. A time schedule for development.
  - j. When a development plan is submitted in phases, no subsequent phase shall be approved if the previously approved phase is less than eighty (80) percent completed and constructed in regard to infrastructure including roads, water, sewer, on-site system, electrical lines, and fire hydrants. (Amended November 2015)

## **H. Variances**

Variances may be granted under the following conditions:

1. Where the sub divider can show that strict adherence to these regulations would cause unnecessary hardship; and

2. Where the Planning Commission decides that there are topographical or other conditions peculiar to the site, and a departure from these regulations will not destroy their intent. Any variance thus authorized shall be stated in writing in the Minutes of the Planning Commission with the reasoning on which the departure is justified set forth.

### **I. Zoning and Other Regulations**

No final plat of land within the force and effect of an existing zoning ordinance shall be approved unless it conforms to such ordinance.

Whenever there is a discrepancy between minimum standards or dimensions noted herein and those contained in zoning regulations, building code, or other official regulations, the highest standard shall prevail.

### **J. Phasing of Development**

When a development plan is submitted in phases, no subsequent phase shall be approved if the previously approved phase is less than eighty (80) percent completed and constructed in regard to infrastructure including roads, water, sewer, on-site systems, electric lines, and fire hydrants.

## **ARTICLE IV**

### **DEVELOPMENT PREREQUISITE TO FINAL APPROVAL**

A perfectly prepared and recorded subdivision or plat means little to a prospective lot buyer until he can see actual physical transformation of raw acreage into lots suitable for building purposes and human habitation. Improvements by the sub divider spare the community of a potential tax liability. The following tangible improvements are required before final plat approval in order to assure the physical reality of a subdivision which approval and recordation will establish legally.

Every subdivision developer shall be required to comply with the following requirements:

#### **A. Monuments or Comer Markers**

1. Iron pins one half (1/2) inch in diameter and at least thirty (30) inches long shall be placed at all lot comers, at all street comers, at all points where the street lines intersect the exterior boundaries of the subdivision, and at angle points and points of curve in each street, and at all other points on the subdivision boundary lines where there is a change of direction.
2. In all subdivisions, reference monuments of stone or concrete not less than thirty-six (36) inches in length and six (6) inches square, with an iron pin set flush in the center, shall be set flush with the finished grade on at least two (2) comers of the boundary of the record plat area and at such intermediate points as shall be required by the Planning Commission.
3. Iron pins one half (1/2) inch in diameter, or other approved marker, shall be placed in the center of all cui-de-sacs.

#### **B. Typical Road Section**

A cross section showing the required roadway improvements shall be shown on the final plat, which is approved and recorded.

#### **C. Roadway Improvements**

1. Grading: All streets, roads, and alleys shall be graded by the sub divider and all paving completed except for the final layer of asphalt. All streets should have a profile or grade line laid and slope or grade stakes set for cuts and fills. No road shall be built through sinkholes or low places without proper drainage being provided so that runoff will not flood the road.

Preparations: Before grading is started, the entire right-of-way area shall be first cleared of all stumps, roots, brush and other objectionable materials and all trees not intended for preservation.

All streets, roads, and alleys shall be graded or filled horizontally thirty-two (32) feet from center of ditch line to center of ditch line. Due to special topographical conditions,

deviation from the above will be allowed only after special approval of the Planning Commission.

Cuts: All tree stumps, boulders and other obstructions shall be removed to a depth of two (2) feet below the subgrade. Rock, when encountered, shall be scarified to a depth of twelve (12) inches below the subgrade. All top soil shall be removed a minimum of two (2) feet below the subgrade and backfilled with suitable material. No grading shall be done when ground is frozen or muddy unless mud is removed and disposed of outside of streets.

Fill: All suitable material from roadway cuts may be used in the construction of fills, approaches, or at other places as needed. Excess materials, including organic materials, soft clays, etc., shall be removed from the development site. The fill shall be spread in layers not to exceed twelve (12) inches loose and compacted by a sheep's foot roller. The filling of utility trenches and other places not accessible to a roller shall be mechanically tamped; but where water is used to assist compaction, the water content shall not exceed the optimum of moisture.

2. Storm Draining: An adequate drainage system, including necessary open ditches, pipes, culverts, intersectional drains, drop inlets, bridges, etc., shall be constructed for the proper drainage of all surface water. Cross drains shall be constructed to accommodate all natural water flow and shall be of sufficient length to permit full width roadway and the required slopes. The size openings to be provided shall be determined by Talbot's Formula, but in no case shall the pipe be less than fifteen (15) inches. Cross drains shall be built on straight line and grade and shall be laid on the firm base, but not on rock. Pipes shall be laid with the spigot end pointing in the direction of the flow and with the ends fitted and matched to provide tight joints and a smooth, uniform invert. They shall be placed at a sufficient depth below the roadbed to avoid dangerous pressure of impact, and in no case shall the top of the pipe be less than one (1) foot below the roadbed.
3. Pavement Base: After preparation of the subgrade, the roadbed shall be surfaced with material required by local standards; but of no lower classification than crushed rock, stone or gravel. The size of the crushed rock or stone shall be Tennessee Highway specification, pugmill #25 from one and one half (1-1/2) inches down including dust sufficient to bond stone together. The moisture content shall be five (5) percent. Spreading of the stone shall be done uniformly over that area to be covered by means of appropriate spreading devices and shall not be dumped in piles. After spreading, the stone shall be rolled until thoroughly compacted and bonded together. The compacted thickness of the stone roadway shall be six (6) inches and shall be laid and compacted in two applications of three (3) inches each. The required width of the pavement base shall be two (2) feet wider than the required pavement width.
4. Bituminous Pavement: After a thoroughly compacted base has been established, a two (2) inch bituminous base shall be applied. Bituminous plant mix base (hot mix) shall consist of asphalt cement AC-20 and aggregate conforming to Grading B Subsection 903.06

Tennessee Department of Highway Specifications. A two (2) inch asphaltic concrete surface top coat shall then be applied and shall consist of asphalt cement AC-20 and aggregate conforming to Grading E. Subsection 903.11, Tennessee Department of Transportation Specifications.

5. Minimum Pavement Widths: Paving widths are designed to discourage large-scale on-street parking. Minimum width for wearing surface of streets is as follows:
  - a. Arterial streets and highways: not paved by developer.
  - b. Major collector streets; not usually paved by developer 32 feet
  - c. Minor collector streets 24 feet
  - d. Minor residential streets 24 feet
  - e. Cul-de-sac streets 24 feet
  - f. Marginal access streets 24 feet
  - g. Temporary cul-de-sac streets 24 feet
  - h. Alleys: usually not allowed, or paved.
6. Concrete Curbs, Curbs and Gutters, and Sidewalks: Concrete shall be selected, proportioned and mixed in such a manner as to provide a compressive strength of 3,000 psi in 28 days. The poured concrete shall be cured by a liquid membrane-forming compound, or other approved methods of curing concrete.

Within Hamblen County, the sub divider shall provide extruded curbs or curbs and gutters as specified in these regulations on both sides of all new streets.

#### **D. Water Supply System**

Water mains properly connected with the community water supply system or with an alternate supply approved by the county health officer shall be constructed in such a manner as to adequately serve all lots shown on the subdivision plat for both domestic use and fire protection.

All lots shall be served by a water line of no less than six (6) inches in diameter. However, the required minimum diameter will be decreased to four (4) inches for permanent cul-de-sacs and for minor loop streets, which connect to a larger main line. Such exceptions shall be noted on the preliminary plat by the Planning Commission.

Each residential lot shall have a water service line from the main to the property line. Both the main and service lines shall be installed before any roadway base is applied.

Where connection with a public water supply system is feasible, as determined by the utility engineer, fire hydrants shall be installed. Fire hydrants should be those approved by the American Water works Association, and shall be spaced so that no structure is located farther

than five hundred (500) feet from a hydrant, or as otherwise required by the Planning Commission.

Hydrants shall be connected to mains by at least six (6) laterals. Where connection of a fire hydrant to a public water supply system is determined not to be feasible, connecting hardware for fire hydrants shall be spaced so that no structure is located farther than five-hundred (500) feet from a connection point, or as otherwise required by the Planning Commission.

#### **E. Sanitary Sewers**

When located within the service area of the Morristown sewage system, sanitary sewers shall be installed in such a manner as to serve adequately all lots with connection to the public system.

Where lots cannot be economically connected with a sewage system, they must contain adequate area for the installation of approved septic tank and disposal fields and must be approved in writing by the county health officer.

#### **F. Street and Traffic Signs**

Street name signs shall appear at all intersections in new residential subdivisions including intersections with county roads. Street name signs shall be provided by the developer or subdivider in new subdivisions. The subdivider shall provide and install stop signs where indicated by the Hamblen County Road Superintendent. (See new proposal with check-off sheet.)

#### **G. Drainage and Sediment Control Measures- Hydrology**

Developers shall consult with the Soil Conservation Service's District conservationist in the development of an erosion, sediment control, and drainage plan. All measures or improvements outlined in the plan shall be completed and erosion stabilized prior to final approval. The District Conservationist shall not recommend the release of posted security prior to the stabilization of erosion control. Since stabilization or erosion might take an undue length of time, developers are allowed the option of posting separate hydrology security.

#### **H. Guarantees in Lieu of Completed Improvements**

No final subdivision plat shall be approved by the Planning Commission or accepted for recording by the County Register of Deeds until the required improvements listed shall be constructed in a satisfactory manner and approved by the Planning Commission. The Planning Commission may accept security in an amount equal to 150% of the cost of the final layer of asphalt. The security posted for storm drainage and erosion control shall remain in force for a minimum of one (1) year following final plat approval.

The following methods of security will be acceptable:

1. A performance bond from a corporate surety company on the developer or subcontractor or contractor hired by the developer to make the improvements in his/her subdivision,

written to the Planning Commission and covering one hundred fifty percent (150%) of the estimated cost of installing the required improvements.

2. A certified check covering one hundred fifty percent (150%) of the estimated cost of installing the required improvements.
3. An escrow account covering one hundred fifty percent (150%) of the estimated cost of installing the required improvements.

The conditions of such security shall provide for the installation of the improvement covered by such bond within a period not exceed twelve (12) months; provided, however, that such period may be extended by the Planning Commission with the consent of the parties thereto if the Planning Commission finds that the public interest will not be adversely affected by such extension. If the Planning Commission shall decide at any time during the life of the security that the character and the extent of such development requires additional improvements, the face value of such security shall thereupon be increased by an appropriate amount so that the new face amount will cover the cost in full plus fifty percent (50%) of the list of improvements, as amended.

4. An Irrevocable Standby Letter of Credit covering one hundred fifty percent (150%) of the estimated costs of installing the requirement improvements.
5. No bond or security shall be allowed that is not held or secured by an institution that has physical offices and is located within 50 miles of Morristown, Tennessee. (Amended November 2015)

**ARTICLE IV**  
**ENFORCEMENT AND PENALTIES**

**A. General**

The enforcement of these regulations and penalties for the unapproved recordation or transfer of land are provided by state law in the authority granted by Private Acts of the State of Tennessee, 1968, Chapter 350.

**B. Enforcement**

1. No plat or plan of a subdivision of land into two or more lots located within Hamblen County outside of municipal jurisdiction shall be admitted to the land records of Hamblen County or received or recorded by the County Registrar of Deeds until said plat or plan has received final approval in writing by the planning commission as provided in Chapter 350, Private Acts of Tennessee, 1967.
2. No board, public officer, or authority shall light any street, lay or authorize the laying of water mains or sewers, or the construction of other facilities or utilities in any street located within Hamblen County Planning Commission jurisdiction, unless such street shall have been accepted, opened, or otherwise received the legal status of a public street prior to the adoption of these regulations; or unless such street shown on a subdivision plat approved by the Planning Commission, or on a street plan made and adopted by the Commission as provided in Chapter 350, Private Acts of Tennessee, 1967.

**C. Penalties**

1. No county registrar shall receive, file or record a plat of a subdivision within the planning region without approval of the Planning Commission, as required in Chapter 350, Private Acts of Tennessee, 1967, and any county registrar so doing shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law.
2. The Private Acts of Tennessee, Chapter 350, 1967 provides that whoever being the owner, or agent of the of the owner of any land, transfers or sells or agrees to sell or negotiates to sell such land by reference to or exhibition of, or by other use of a plat of subdivision of such land without having submitted a plat of such subdivision to the Planning Commission and obtained its approval as required before such plat be recorded in the office of the appropriate County Registrar, shall be deemed guilty of a misdemeanor, punishable as other misdemeanors as provided by law; and the description by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties. The county, through its county attorney or other official designated by the quarterly county court, may enjoin such transfer or sale or agreement by action or injunction.

**APPENDIX I**

**FORMS FOR FINAL PLAT CERTIFICATIONS**

All of the following certifications shall appear on all final plats except for plats for minor subdivisions as discussed in Article II Section B, Subsection 7. Plats for minor subdivisions must have certifications 1, 2, 3, 4, and 5 at minimum.

**1. CERTIFICATE OF OWNERSHIP AND DEDICATION**

I(we) hereby certify that I am (we are) the owner(s) of the property shown and described hereon and that I(we) hereby adopt this plan of subdivision with my (our) free consent, establish the minimum building restriction lines, and dedicate all streets, alleys, right-of-way, walks, parks and other open space to public or private use as noted.

\_\_\_\_\_, 20 \_\_\_\_  
Date

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

**2. CERTIFICATE OF ACCURACY**

I hereby certify that the plan shown and described hereon is a true and correct survey to the accuracy required by State law and that the monuments have been placed as shown hereon, to the specifications of the subdivision regulations.

\_\_\_\_\_, 20 \_\_\_\_  
Date

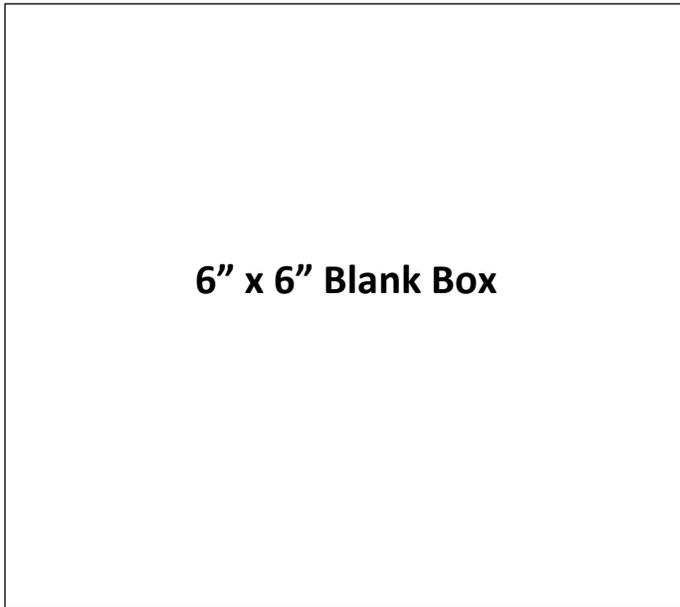
\_\_\_\_\_  
Tennessee Registered Land Surveyor

**3. CERTIFICATE OF APPROVAL FOR RECORDING**

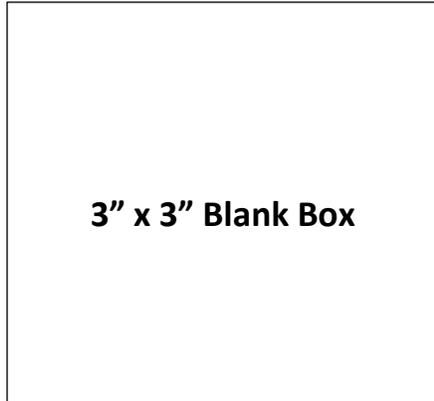
I hereby certify that the subdivision plat shown hereon has been found to comply with the Subdivision Regulations for Hamblen County, Tennessee, with the exception of such variances, if any, as are noted in the minutes of the Hamblen County Regional Planning Commission and that it has been approved for recording in the Office of the County Registrar. If required, a security has been posted in the amount of \$ \_\_\_\_\_ has been posted with the Hamblen County Regional Planning Commission to assure completion of all required improvements in case of default.

\_\_\_\_\_, 20 \_\_\_\_  
Date

**4. DIVISION OF GROUNDWATER PROTECTION**



**5. REGISTER OF DEEDS**



**6. CERTIFICATE OF THE APPROVAL OF WATER SYSTEMS**

I hereby certify that the public water system or systems installed, or proposed for installation, fully meet the requirements of the local municipal water system or utility district provider, and are hereby approved as shown.

\_\_\_\_\_, 20 \_\_\_\_  
Date

\_\_\_\_\_  
Local Utility District Provider or Municipal Water System

**7. HYDROLOGY CERTIFICATION**

I hereby certify that all sedimentation and erosion control measures, and drainage improvements, have been completed in accordance with all applicable Hamblen County Rules, Requirements, and Regulations. In addition, security has been posted in the amount of \$\_\_\_\_\_ to assure completion and stabilization of required improvements.

\_\_\_\_\_, 20 \_\_\_\_  
Date

\_\_\_\_\_  
District Conservationist or Stormwater Administrator

**8. CERTIFICATION OF THE APPROVAL OF STREETS**

I hereby certify that streets have been installed in accordance with the Hamblen County Subdivision Regulations. If required, a security in the amount of \$\_\_\_\_\_ , has been posted with Hamblen County in a sufficient amount to assure completion of the final layer of asphalt.

\_\_\_\_\_, 20 \_\_\_\_  
Date

\_\_\_\_\_  
County Road Superintendent

**9. CERTIFICATION OF THE APPROVAL FOR 911-STREET ASSIGNMENT**

I hereby certify that the street/road name(s), as noted on the final plat, is (are) approved as assigned.

\_\_\_\_\_, 20 \_\_\_\_  
Date

\_\_\_\_\_  
Hamblen County 911 Director

## APPENDIX II

In order to insure an orderly and prompt release of developer's performance bonds, the following procedure is instituted:

The Planning Commission shall issue, at the time of a performance bond, acceptance and final plat approval, a "Required Improvements Inspection Record" to the developer. {See Attachment A)

When the developer has started construction of the subgrade, he shall notify the Planning Commission and the Road Department. They will complete a joint inspection of this phase of the development. If the construction meets the requirements of the Subdivision Regulations, the Road Superintendent and the Planning Commission staff will affix their signatures to the inspection record certifying that this phase of development is complete and satisfactory. Two (2) copies of the record will be signed; the original to be retained by the developer, and a copy to be filed in the Planning Commission records.

There will be a section on the "inspections record" for each phase of development, and the above procedure will apply to subgrade construction, water service lines, road base, road-wearing surface, drainage, and street signs. The appropriate officials must be notified and the joint signatures obtained after each of the development phases mentioned above.

When all of the "inspection record" signatures have been obtained, the Road Commission should be notified by the developer that the road meets the Planning Commission's requirements, as evidenced by the inspection record, and is ready to be considered for acceptance by the county.

When the county accepts the road, a notice to this effect should be sent to the developer and the Planning Commission.

When the above procedures are completed, the developer will present his completed inspection record, containing all necessary signatures, and his notification from the Road Commission or road acceptance, to the Planning Commission, who shall file with the approved plat and notify the Planning Commission when the improvement bonds are due for consideration to be released.

**ATTACHMENT A**

**Required Improvements Inspection Record:**

**Name of Subdivision:** \_\_\_\_\_

**Certification of Construction of Subgrade**, according to Hamblen County Planning Commission Specifications:

\_\_\_\_\_  
(Signature - Staff Planner)

\_\_\_\_\_  
(Signature- Road Superintendent)

**Certification of Installation of Utilities**, as specified by the Hamblen County Planning Commission:

\_\_\_\_\_  
(Signature - Staff Planner)

\_\_\_\_\_  
(Signature- Utilities Superintendent)

**Certification of Construction of Road Base**, according to Hamblen County Planning Commission Specifications:

\_\_\_\_\_  
(Signature - Staff Planner)

\_\_\_\_\_  
(Signature- Road Superintendent)

**Certification of Construction of Wearing Surface**, according to Hamblen County Planning Commission Specifications:

\_\_\_\_\_  
(Signature - Staff Planner)

\_\_\_\_\_  
(Signature- Road Superintendent)

**Certification of Street Sign Installation:**

\_\_\_\_\_  
(Signature - Staff Planner)

\_\_\_\_\_  
(Signature- Road Superintendent)

**Certification of Completion of Drainage Improvements**, as specified in Hamblen County Subdivision Regulations:

\_\_\_\_\_  
(Signature - Staff Planner)

\_\_\_\_\_  
(Signature- Direct Soil Conservationist)

\_\_\_\_\_  
(Signature- Road Superintendent)

**Certification of Completion of Final Layer of Asphalt**, as specified in Hamblen County Subdivision Regulations:

\_\_\_\_\_  
(Signature - Staff Planner)

\_\_\_\_\_  
(Signature- Road Superintendent)

**STREET SIGNAGE AGREEMENT**

Re: \_\_\_\_\_  
(Name of Subdivision)

I \_\_\_\_\_ do hereby request the Hamblen County Road Department to purchase and install the following street and traffic signs:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

After installation of said signage, I, \_\_\_\_\_, do hereby agree to reimburse Hamblen County Road Department for the cost and installation of the signs as itemized above.

\_\_\_\_\_  
(Signature- Owner/Developer)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature- Road Superintendent)

\_\_\_\_\_  
(Date)



## LEGAL STATUS PROVISIONS

**Separability:** Should any section or provision of these regulations be declared invalid or unconstitutional by any court of competent jurisdiction, such declaration shall not affect the validity of the regulations as a whole or part thereof, which is not specifically declared to be invalid or unconstitutional.

**Adoption and Effective Date:** These regulations shall take effect and be in force from and after the first day of July, 1973, the public welfare demanding it.

Adoption by the Hamblen County Planning Commission on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
(Signature- Chairman, Hamblen County Regional Planning Commission)

(LETTERHEAD OF ISSUING BANK)

IRREVOCABLE STANDBY LETTER OF CREDIT No. \_\_\_\_\_

Date: \_\_\_\_\_

Beneficiary: Hamblen County, Tennessee  
C/O Director of Planning  
Hamblen County Courthouse  
511 West Second North Street  
Morristown, TN 37814

Gentlemen:

We hereby issue our Irrevocable Standby Letter of Credit No. \_\_\_\_\_ in your favor for the account of (name of developer) (Customer) for up to the aggregate amount of \_\_\_\_\_ dollars (\$\_\_\_\_\_). This amount is available upon presentation of your certified statement signed by the Director of Planning, or his Deputy stating:

We certify that Customer has defaulted on its obligation to Hamblen County Tennessee, in that Customer has not completed the improvements to \_\_\_\_\_ Subdivision located in Hamblen County, Tennessee. This certified statement of default is issued pursuant to your Irrevocable Standby Letter of Credit No.

This Irrevocable Standby Letter of Credit expires on \_\_\_\_\_.

We hereby agree with the Beneficiary and in compliance with the terms of this Irrevocable Standby Letter of Credit that such certified statement will be duly honored by us upon presentation without any claims of illegality, unenforceability, or fraud in connection with the transaction. We hereby waive the right to defer the honor of any such certified statement presented by you.

Very truly yours,

\_\_\_\_\_  
(Name of Bank)

By: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

**CHECKLIST**

**Subdivision Name:** \_\_\_\_\_  
**Development:** \_\_\_\_\_

**Date:** \_\_\_\_\_  
**Surveyor:** \_\_\_\_\_

- \_\_\_\_\_ 1.) Submit digital files a-Auto Cad Drawing (.dwg) or shape (.shp) in the Tennessee State Plan Coordinate System.
- \_\_\_\_\_ 2.) Submit four (4) copies of proposed plat to the Planning Commission office by the deadline date.
- \_\_\_\_\_ 3.) Scale of not less than (1) inch equals one hundred (100) feet on sheets no larger than 18x 24 inches. When more than one sheet is required an index sheet (with a key) shall be provided.
- \_\_\_\_\_ 4.) Subdivision name and location, name and address of the owner, and name of designer of the plat
- \_\_\_\_\_ 5.) Date, approximate/ true North arrow, graphic scale, district, map parcel, map dimensions to the nearest one hundred (100th) of a foot and angles to the nearest minute.
- \_\_\_\_\_ 6.) Location of existing and proposed property lines, streets, buildings, water courses, railroads, sewers, bridges, culverts, drain pipes, water main location and size, and any public utility easements or lines.
- \_\_\_\_\_ 7.) Present zoning classification of the land and on adjoining land, if different and names of adjoining property owners and/or subdivisions (warranty deed and page number).
- \_\_\_\_\_ 8.) Proposed utility layouts (sewers, water, gas and electricity) showing connection points where feasible. If not, show a proposed individual water supply and/or sewage disposal system which must be approved by TDEC before final agenda.
- \_\_\_\_\_ 9.) Proposed street names, locations and dimensions, alleys, easements, open spaces, reservations, lot lines, building setback lines, and utility easements.
- \_\_\_\_\_ 10.) Contours at vertical intervals of not more that (2) feet when specifically requested, otherwise five (5) foot contours are required on all preliminary plats.
- \_\_\_\_\_ 11.) Total acreage of the land to be subdivided, show road frontage of all subdivided lots and remaining road frontage of parent tracts, if applicable. Lots with forty (40) ft. of road frontage should note that lot cannot be further subdivided.
- \_\_\_\_\_ 12.) Location sketch map showing relationship of subdivision site to area.
- \_\_\_\_\_ 13.) Areas subject to flooding, identify appropriate flood zone, and locate any existing or proposed structures, if applicable.
- \_\_\_\_\_ 14.) A Stormwater Drainage Plan and/or a Grading and Erosion Control Plan shall be required for all subdivision consisting of three (3) or more lots or, for any subdivision within the discretion of the Planner or Planning Commission, if such a plan appears to be necessary. See Articles II, Section B, Item 2 (j) and/or (k) of the Hamblen County Subdivision Regulations for specific requirements.
- \_\_\_\_\_ 15.) Lots numbered in numerical order and square footage, if smaller than one acre in size.
- \_\_\_\_\_ 16.) Identify any areas to be dedicated to public use or sites used for anything other than residential use with notes stating their purpose and any limitations.
- \_\_\_\_\_ 17.) Sufficient data to determine readily and reproduce, on the ground, the location, bearing, and length of every street line, lot line, boundary line, and building line, whether straight or curved.
- \_\_\_\_\_ 18.) Location and description of monuments and corners. Typical road cross section indicating compliance with improvement standards, where applicable
- \_\_\_\_\_ 19.) Certifications showing:
  - Ownership and Dedications
  - Accuracy of the Survey and placements of monuments
  - TDEC approval
  - Planning Commission Approval
  - Roads installed, or security being posted
  - Utilities installed and approved
  - Drainage and Sediment Control installed as Designed
  - Flood Certification

\_\_\_\_\_  
(Submitted By )

\_\_\_\_\_  
(Date)

\* Four (4) copies must be 18x24 inches to be recorded in Register of Deeds Office, the additional copies may be a smaller size to be used for field review purposes only.

## **Uniform Street Naming and Addressing Policy**

**Section 1** This policy shall be known as the Uniform Street Naming and Addressing Resolution of Hamblen County, Tennessee.

**Section 2 Maintenance Authority:** The Morristown Hamblen GIS Group (MHGIS) shall develop and maintain street names and property addressing in accordance with National Emergency Number Association (NENA) standards. MHGIS shall maintain a Master Street Address Guide (MSAG) of existing public and private street names and be responsible for ensuring that the proposed street names and addresses are in conformance with this resolution. Street names and addresses shall be adopted by Hamblen County provided, however, that Hamblen County may modify such names and addresses within the guidelines set forth herein as it, in its wisdom, deems appropriate.

**Section 3 Center of Origin:** The County shall be divided into four quadrants with a Center of Origin at the intersection of Main Street and Cumberland Street in downtown Morristown, as shown on the map identified by the title "Official Property Numbering Map" which is filed in the office of the Hamblen County Planning Commission. Continuous street names which cross over these designated base lines shall carry the appropriate directional prefix, in addition to the proper street name.

**Section 4 Street Designation:** Every proposed, existing, or constructed roadway, which provides, OR will provide access to three (3) or more dwelling units, whether or not this roadway is to be maintained by Hamblen County will be identified as a street. The naming of a street does not imply ownership or maintenance responsibility by Hamblen County. Other designations such as Boulevard, Pike, Circle, etc., may be requested for consideration by application to the Hamblen County Planning Commission. The HCPC shall consider such request and approval or deny the request after consideration of the public interest.

**Section 5 House and Building Address Procedure:** MHGIS shall designate the number of each lot or building using the street that allows main access to the primary structure within Hamblen County. Moving away from the Center of Origin, even numbers will be on the right side, and odd numbers will be on the left side of the roadway.

Multiple principle structures on a lot shall receive a unique number or letter for each structure.

Multiple occupants of a principle structure may be assigned multiple numbers across the linear frontage of structures or a unique number or letter for each occupant in addition to and distinct from the structure's designation.

**Section 6 Building Required to Have Number:** It shall be the duty of the owners of all dwellings, apartment houses, hotels, commercial establishments, and other buildings to number such buildings with numerals not less than three and one-half (3 ½ ) inches in height. These numbers will be of such contrasting color and reflectivity and so located as to be readily visible from the street in daylight or when a light is shined upon them at night. Where such buildings have access to an alley, the numbers shall also be posted on the rear of the building, subject to the same requirements, so as to be easily seen from the alley. The owners shall number such dwellings, apartment houses, hotels, commercial establishments and other buildings in accordance with the provisions of this resolution within sixty (60) days after ADOPTION of this resolution.

**Section 7 Street Names:** All proposed names for public streets and private easements shall be reviewed and approved by the Hamblen County Planning Commission (HCPC). No street or private drive easement name will exceed 20 characters, including spaces and USPS defined suffixes.

Extensions of existing streets, including extensions across intersecting streets, shall use the same name as the existing street provided, however, that local streets which cross major collector or arterial streets may change names if approved after formal consideration by the HCPC.

Street name duplications including phonetic duplications within Hamblen County are prohibited. Existing duplications shall be identified and a procedure initiated for changing the name of the street duplications, which is less disruptive to the community.

All initiated street name changes shall be formally acted upon and become effective, if approved, within six (6) months of approval.

**Section 8 Street Signs:** All public streets and private easements serving three (3) or more dwelling units shall be signed at intersection. Signs shall be built in Compliance with the latest edition of “The Manual of Uniform Traffic Control Devices for Streets and Highways.”

Street signs shall be provided within thirty (30) days of public access to the facility. Any repair or replacement of street signs on publicly dedicated right-of way shall be the responsibility of Hamblen County.

All street and road signs maintained by Hamblen County may display any required prefix letter designated, the official name, and the 100 block number where applicable.

**Section 9 Appeals:** Anyone aggrieved by the enforcement of this resolution may appeal the decision of the HCPC to the Board of Zoning Appeals (BZA) within seven (7) calendar days.

Any person, firm, or corporation aggrieved by any decision of the BZA may appeal to the Hamblen County Commission to consider the same. All appeals shall be filed at the HCPC office within thirty (30) days of the date of the decision being appealed.

**Section 10 Enforcement:** Enforcement of this resolution shall be accomplished through the Hamblen County Subdivision Regulations and Hamblen County Planning Office. A proper address shall be required for any permit issuance.

Any person, firm, association, or corporation who violates, disobeys, omits, neglects, or refuses to comply with this resolution shall be guilty of a misdemeanor and subject to the penalties provided for such an offense.

**Section 11 Adoption:** Should any section, provision, clause, or portion of this resolution be declared by the courts to be invalid, the same shall not affect the validity of the resolution as a whole, or any part thereof other than the part declared to be invalid.

All resolutions or parts of resolutions in conflict with this resolution or inconsistent with the provisions of this resolution, are hereby repealed.